MPH Steering Committee Meeting
Thursday, October 13, 2011

Agenda

1. Recap of revisions for MPH from last year
   a. Admissions
      i. New application timeline: deadline shift to mid-March
      ii. Avoidance of spring admits in general
      iii. GRE/MCAT/DAT and possibly GMAT required for all applicants
      iv. Track-specific admission requirements under development – need to review impact
      v. Departmental input on admissions targets by track
      vi. Same application process for certificate to MPH program
      vii. Institution of provisional admissions
   b. Advisement
      i. [Advising period: 2 week period held every semester]
      ii. Recommendation for online student handbook
      iii. Expiring permission numbers – Need to review impact
      iv. No core courses in the final semester of study
   c. Required seminars
      i. First year seminar
      ii. MPH capstone seminar – recommend drift to second semester only
      1. PHLOT service corps project is second section of capstone
   d. Internships
      i. New internship supervision procedures
      ii. Internship mentor training
      iii. Internship distribution requirements – at least 2 concentrations needed

2. Current issues for MPH program that need consideration
   a. Internships
      i. Development of internship report guidelines
      ii. New internship selection process – committee includes Punkin Stevens, Lenore Gensberg, others?
      iii. Development of report for changes in internship process
      iv. Development of guidelines for “in situ” internships – committee includes Perry Smith, Ed Fitzgerald, others?
      v. Development of funding for NGO and Global Internships
   b. MPH Core course content, delivery and synthesis
      i. Issues: student satisfaction, rigor, synthesis of core content
ii. Review: focus group information of student feedback concerning core
iii. Task force development: committee to review core courses to re-energize the first year experience
   1. Composition: representatives/instructors of core courses and three members from steering committee
c. Revisit First Year Seminar and Capstone Seminar
   i. Issues: content, rigor, student satisfaction
   ii. Subcommittee to work on student feedback on experience, instructor input and possible recalculation of credits to reflect level of rigor for capstone
d. ONLINE MPH
   i. Issue: roll out new program in spring 2012.
      1. Up to 20 new students in first cohort
      2. Offering 2 online courses in spring for new cohort
      3. Subcommittee needed to steer online program
e. Faculty Support
   i. Issue: Development of faculty resource page on website
   ii. Subcommittee to work on content for page suggested by steering committee
MPH Steering Committee Meeting

Thursday, November 10, 2011

Agenda

Current issues for MPH program that need consideration

a. Internships
   i. Development of internship report guidelines
   ii. New internship selection process – committee currently includes Punkin Stevens, Lenore Gensburg.
      1. Volunteer needed for HPMB and/or EHS
   iii. Development of guidelines for “in situ” internships – committee currently includes Perry Smith, Ed Fitzgerald
      1. Volunteer needed for HPMB
b. MPH Core course content, delivery and synthesis
   i. Issues: student satisfaction, rigor, synthesis of core content
   ii. Task force development: committee to review core courses to re-energize and integrate the first year experience
      1. Composition underway: representatives/instructors who recently taught core courses and three members from steering committee
         a. Volunteers needed
c. Revisit First Year Seminar and Capstone Seminar
   i. Issues: content, rigor, student satisfaction
   ii. Proposal: restructure goals and participation in first year seminar and add more weight to capstone and integrate it more to internship experience
   iii. Task force development: committee to work on student feedback on experience, instructor input and possible recalibration of credits to reflect level of rigor and synthesis of program for capstone
      * By May *
d. ONLINE MPH
   1. Subcommittee needed to steer online program and assist with admissions process

Full-time status problem in final semester – How to resolve

SOPHAS - what schools require GRE? are there any exceptions?
Internship Program Changes to Take Effect with Fall 2011 Incoming Class

- Students must complete one full year of study prior to completing an internship. Exceptions to this policy are reviewed on an individual basis by the faculty advisor and Director of Internships.

- A minimum of 6 credits of internship must be completed within the student’s chosen area of concentration; the remaining 3 credits may be completed either within or outside the student’s area of concentration.

- Internships can be completed in many different settings, e.g. NYSDOH, other state agencies, CDC, county health department, NYCDOHMH, non-governmental organizations, community-based organizations, or a global site. It is not recommended that all 9 credits of internship take place within the same setting with the same project/mentor.

- An internship waiver of up to 6 credits may be granted based on public health experience gained prior to entering into the Public Health program. Waiver applications must be submitted to the Internship Waiver Review Committee prior to the start of the student’s last semester at SPH.

*Faculty advisor is required to attend to evaluate poster.*